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**Inspection Report**

<b>Provider Name:</b> Kiddie Kollege	<b>Provider Information</b>	<b>CLR No:</b> L383388
<b>Provider Address:</b> 1194 East Armory Road, Brandenburg, KY, 40108	<b>Provider Type:</b> LICENSED TYPE I	<b>Capacity:</b> 40(Bldg 1: 48)
<b>Owner(s):</b> Kiddie Kollege Llc		<b>Director(s):</b> Winkler, Melissa LeAnn

<b>Inspection Type:</b> Renewal Application	<b>Inspection Information</b>	<b>Inspection No:</b> 220374
<b>Date Initiated:</b> 06/12/2017 8:40 AM	<b>Date Concluded:</b> 06/12/2017 11:15 AM	
	<b>No. of Children Present:</b> 26	

Inspection Report	
Supervision	Not In Compliance
<b>5 - Children Supervised</b>	<b>Not In Compliance</b>
<b>922 KAR 2:120. Section 2. Child Care Services.</b> <b>(3)(a) Each center shall maintain a child-care program that assures each child will be:</b> <b>1. Provided with adequate supervision at all times by a qualified staff person who:</b> <b>a. Ensures the child is within scope of vision and range of voice; or</b> <b>b. For a school-age child, within scope of vision or range of voice;</b>	
<b>Findings:</b> General: Based on observation, the child care center failed to maintain adequate supervision in accordance with regulatory requirements. At approximately 08:47 a.m., a staff member exited the infant classroom, leaving a five-month-old infant alone in the classroom. A second child who was twenty-three months old was left alone in the hallway while the staff entered into the two/three year classroom across the hall. The staff member then re-entered the infant classroom in less than a minute.	
<b>Staffing Requirements</b>	<b>In Compliance</b>
<b>General Administration</b>	<b>In Compliance</b>
<b>Director Requirements</b>	<b>Not In Compliance</b>
<b>260 - Staff Evaluation</b>	<b>Not In Compliance</b>
<b>922 KAR 2:110. Section 4. Director Requirements and Responsibilities.</b> <b>(1) Effective with the adoption of this administrative regulation, a director shall:</b> <b>(j) Assess each staff person's interaction with children in care and classroom performance through an annual written performance evaluation;</b>	
<b>Findings:</b> General: Based on review of documentation and interview, the child care center director failed to assure compliance with regulatory requirements. Upon request the child care director did not present verification of the evaluations assessing the staff persons' interaction with children in care and classroom performance for two (2) of the employees with the hire dates of 04/08/2015 and 02/23/2016.	

**Inspection Report****Employee Records****Not In Compliance****315 - Educational Requirements****Not In Compliance****922 KAR 2:110. Section 5. Staff Requirements.****(1) Child-care center staff:**

- (a) Hired after January 1, 2009, who have supervisory power over a minor and are not enrolled in secondary education, shall have a:**
- 1. High school diploma;**
  - 2. GED or qualifying documentation from a comparable educational entity; or**
  - 3. Commonwealth Child Care Credential as described in 922 KAR 2:250;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request the child care owner did not present verification that the record of an employee with the hire date of 06/06/2017 contained a copy of a High school diploma, a GED, qualifying documentation from a comparable educational entity or Commonwealth Child Care Credential.

**320 - TB Verification****Not In Compliance****922 KAR 2:110. Section 5. Staff Requirements.****(1) Child-care center staff:****(b) Shall provide, prior to employment and every two (2) years thereafter:**

- 1. A statement from a health professional that the individual is free of active tuberculosis; or**
- 2. A copy of negative tuberculin results.**

**Findings:**

General: Based on review of documentation, and interview, the child care center failed to maintain employee records in accordance with regulatory requirements. Upon request the child care director did not present verification that the records of the employees with the hire dates of 04/08/2015 and 06/06/2017 contained a current copy of a statement from a health professional that the individual is free of active tuberculosis or a copy of negative tuberculin results.

**340 - Training****Not In Compliance****922 KAR 2:110. Section 5. Staff Requirements.****(14) In accordance with KRS 199.896(15) and (16), a staff person with supervisory authority over a child shall complete the following:**

- (a) Six (6) hours of cabinet-approved orientation within the first three (3) months of employment;**
- (b) Nine (9) hours of cabinet-approved early care and education training within the first year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training; and**
- (c) Fifteen (15) hours of cabinet-approved early care and education training during each subsequent year of employment, including one and one-half (1 ½) hours of pediatric abusive head trauma training completed once every five (5) years.**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain employee records in accordance with regulatory requirements.

1) Upon request the child care director did not present verification that the employees with the hire dates of 04/08/2015, 02/23/2016 and 11/21/2016 had completed new orientation training within the first ninety (90) days of employment.

2) Continued review revealed the records of the employees with the hire dates of 04/08/2015, 02/23/2016 and 11/21/2016 had not met the requirement of fifteen (15) hours of cabinet-approved early care and education training during the last year of employment. Review of documentation in the ECE-TRIS training system revealed the staff members listed above had not met the requirements.

**Programming****Not In Compliance****350 - Program of Activities Followed****Not In Compliance****922 KAR 2:120. Section 2. Child Care Services.****(4) The child-care center shall provide a daily planned program:**

- (a) Posted in writing in a conspicuous location with each age group and followed;**
- (b) Of activities that are individualized and developmentally appropriate for each child served;**
- (c) That provides experience to promote the individual child's physical, emotional, social, and intellectual growth and well-being; and**
- (d) That offers a variety of creative activities including the following:**
  - 1. Art;**
  - 2. Music;**
  - 3. Dramatic play;**
  - 4. Stories and books;**
  - 5. Science;**
  - 6. Block building;**
  - 7. Tactile activity;**
  - 8. Culture;**
  - 9. Indoor or outdoor play in which a child makes use of both small and large muscles;**
  - 10. A balance of active and quiet play, including group and individual activity;**
  - 11. An opportunity for a child to:**
    - a. Have some free choice of activities;**
    - b. If desired, play apart from the group at times;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to follow the program of activities in accordance with regulatory requirements. Upon request the child care director did not present verification of a daily schedule for the infant and school-age classroom to include the dates and times of activities are to be conducted with the children.

**420 - Infant Sleep Position**

**Not In Compliance**

**922 KAR 2:120. Section 6. Sleeping and Napping Requirements.**

**(1) An infant shall sleep or nap on the infant's back unless the infant's health professional signs a waiver that states the infant requires an alternate sleeping position.**

**Findings:**

General: Based on observation and interview, the child care center failed to comply with programming requirements. A five- month-old infant was observed sleeping in a swing from 08:46 a.m. to 09:28 a.m. in the infant classroom. Interview with the director revealed there was no signed waiver from a health professional that had been obtained for the referenced infant stating that the infant requires an alternate sleep position .

**Premises**

**Not In Compliance**

**460 - Inaccessible Items**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**

**(7) Except in accordance with subsection (8) of this section, the following shall be inaccessible to a child in care:**

- (a) Toxic cleaning supplies, poisons, and insecticides;**
- (b) Knives and sharp objects;**
- (c) Matches, cigarettes, lighters, and flammable liquids;**
- (d) Plastic bags;**
- (e) Litter and rubbish;**
- (f) Bar soap; and**
- (g) Personal belongings and medications of staff.**

**Findings:**

General: Based on observation and documentaion review, the child care center failed to maintain the premises in accordance with regulatory requirements. A bottle of hand sanitizer was located on the bookshelves within reach of children. Review of the hand sanitizer documentation revealed the label stated, "Keep out of the reach of children."

**480 - Premises Requirements**

**Not In Compliance**

**922 KAR 2:120. Section 4. Premises Requirements.**

**(1) The premises shall be:**

- (a) Suitable for the purpose intended;**
- (b) Kept clean and in good repair;**

**Findings:**

General: Based on observation, the child care center failed to maintain the premises in accordance with regulatory requirements. The walls located in the two-year-old classroom revealed large areas of dark smudges and peeling paint.

**585 - Sink**

**Not In Compliance**

**922 KAR 2:120. Section 10. Toilet, Diapering, and Toiletry Requirements.**

**(3) A sink shall be:**

- (a) Located in or immediately adjacent to toilet rooms;**
- (b) Equipped with hot and cold running water that allows for hand washing;**
- (c) Equipped with hot water at a minimum temperature of ninety (90) degrees Fahrenheit and a maximum of 120 degrees Fahrenheit;**
- (d) Equipped with liquid soap;**
- (e) Equipped with hand-drying blower or single use disposable hand drying material;**
- (f) Equipped with an easily cleanable waste receptacle; and**
- (g) Immediately adjacent to a changing area used for infants and toddlers.**

**Findings:**

General: Based on observation, the child care center failed to maintain the premises in accordance with regulatory requirements. The restroom located off the two/three-year-old classroom was not equipped with a hand-drying blower or single use disposable hand drying material.

**Hygienic Practices**

**Not In Compliance**

**595 - Child Personal Care/Handwashing**

**Not In Compliance**

**922 KAR 2:120. Section 3. General Requirements.**

**(4) A child shall:**

- (a) Be helped with personal care and cleanliness based upon their developmental skills; and**
- (b) Wash his or her hands with liquid soap and warm running water:**
  - 1. a. Upon arrival at the center; or**
  - b. Within thirty (30) minutes of arrival for school-age children;**
  - 2. Before and after eating or handling food;**
  - 3. After toileting or diaper change;**
  - 4. After handling animals;**
  - 5. After wiping or blowing nose;**
  - 6. After touching items soiled with body fluids or wastes; and**
  - 7. After outdoor or indoor play time.**

**Findings:**

General: Based on observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. In the infant classroom, a staff member completed a diaper change on a twenty-three month-old child and did not assist or prompt the child in handwashing procedures upon completion.

# Inspection Report

## 600 - Staff Hygiene/Handwashing

Not In Compliance

### 922 KAR 2:120. Section 3. General Requirements.

#### (5) Staff shall:

- (a) Maintain personal cleanliness;
- (b) Conform to hygienic practices while on duty; and
- (c) Wash their hands with liquid soap and running water:
  - 1. Upon arrival at the center;
  - 2. After toileting or assisting a child in toileting;
  - 3. Before and after diapering each child;
  - 4. After wiping or blowing a child's or own nose;
  - 5. After handling animals;
  - 6. After caring for a sick child;
  - 7. Before and after feeding a child or eating;
  - 8. Before dispensing medication; and
  - 9. If possible, before administering first aid.

#### Findings:

General: Based on observation, the child care center failed to comply with hygienic practices in accordance with regulatory requirements. The staff member in the infant classroom was changing a diaper at 09:04 a.m. Upon completion the staff member did not maintain personal cleanliness by washing their hands with liquid soap and water after diapering a child.

### First Aid/Medication

In Compliance

### Outdoor Play Area

Not In Compliance

## 695 - Protective Surface

Not In Compliance

### 922 KAR 2:120. Section 4. Premises Requirements.

#### (21) A protective surface shall:

- (a) Be provided for outdoor play equipment used to:
  - 1. Climb;
  - 2. Swing; and
  - 3. Slide; and
- (b) Have a fall zone equal to the height of the equipment.

#### Findings:

General: Based on observation, the child care center failed to maintain an outdoor play area in accordance with regulatory requirements. The small slide and swing set located on the playground did not contain sufficient protective surface underneath the slide. The area located underneath the slide and swings had exposed rock and dirt on the ground covering.

### Equipment

In Compliance

### Transportation

Not Applicable

### Food Service

Not In Compliance

## 910 - Bottle Feeding

Not In Compliance

### 922 KAR 2:120. Section 3. General Requirements.

#### (11) While bottle feeding an infant, the:

- (a) Child shall be held; and
- (b) Bottle shall not be:
  - 1. Propped;
  - 2. Left in the mouth of a sleeping infant; or
  - 3. Heated in a microwave

#### Findings:

General: Based on interview, the child care center failed to maintain food service requirements. The staff member assigned to the infant classroom revealed that the bottles are prepared and then heated in the microwave for the infants' use.

## 1050 - Menu

Not In Compliance

### 922 KAR 2:120. Section 9. Food and Meal Requirements.

#### (16) A weekly menu shall be:

- (a) Prepared;
- (b) Dated;
- (c) Posted in advance in a conspicuous place;
- (d) Kept on file for thirty (30) days; and
- (e) Amended in writing with any substitutions on the day the meal is served.

#### Findings:

General: Based on review of documentation and interview, the child care center failed to maintain food service in accordance with regulatory requirements. Upon request the child care director did not provide verification that a menu that had been posted in advance in a conspicuous space and made available to the parents.

**1060 - Snack Requirements**

**Not In Compliance**

**922 KAR 2:120. Section 9. Food and Meal Requirements.**

**(18) A snack shall include two (2) of the following:**

- (a) Milk;**
- (b) Protein;**
- (c) Bread; or**
- (d) 1. Fruit;**
- 2. Vegetable; or**
- 3. 100 percent juice.**

**Findings:**

General: Based on observation, the child care center failed to maintain food service in accordance with regulatory requirements. The snack that was served to the children consisted of processed cheese balls and Gatorade. However there were no additional components offered or served to include one of the following: milk, protein, fruit, vegetable, or 100 percent juice.

**Children's Records**

**Not In Compliance**

**1070 - Immunization**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

**(a) A current immunization certificate for each child in care within thirty (30) days of the child's enrollment, unless an attending physician or the child's parent objects to the immunization of the child pursuant to KRS 214.036;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon request the child care director did not present verification that the records of the children with the enrollment dates of 04/24/2016, 09/14/2016 and 12/05/2016 contained a current immunization record.

**1075 - Enrollment Information**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

**(b) A written record for each child:**

**1. Completed and signed by the child's parent;**

**2. Retained on file on the first day the child attends the child-care center; and**

**3. To contain:**

**a. Identifying information about the child, which includes, at minimum, the child's name, address, and date of birth;**

**b. Contact information to enable a person in charge to contact the child's:**

**(i) Parent at the parent's home or place of employment;**

**(ii) Family physician; and**

**(iii) Preferred hospital;**

**c. The name of each person who is designated in writing to pick-up the child;**

**d. The child's general health status and medical history including, if applicable:**

**(i) Allergies;**

**(ii) Restriction on the child's participation in activities with specific instructions from the child's parent or health professional; and**

**(iii) Permission from the parent for third-party professional services in the child-care center;**

**e. The name and phone number of each person to be contacted in an emergency situation involving or impacting the child;**

**f. Authorization by the parent for the child-care center to seek emergency medical care for the child in the parent's absence;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain children's records in accordance with regulatory requirements. Upon request the child care director did not present verification that the enrollment record for the children with the enrollment dates of 05/09/2016, 07/26/2016 and 08/18/2016 listed a name of a preferred hospital.

**Written Documentation**

**Not In Compliance**

**1095 - Daily Attendance Records**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

**(c) Daily attendance records documenting the arrival and departure time of each child, including records that are required in accordance with**

**922 KAR 2:160, Section 13, if a child receives services from the child-care center through the Child Care Assistance Program;**

**Findings:**

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care director did not provide verification that the daily attendance record for 06/12/2017 reflected the correct number of children in attendance. Review of the attendance record revealed only twelve (12) of the twenty-six (26) children had been signed in.

**1105 - Professional Development**

**Not In Compliance**

**922 KAR 2:110. Section 3. Records.**

**(1) A child-care center shall maintain:**

**(f) A written annual plan for child-care staff professional development;**

**Findings:**

General: Based on review of documentation, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care director did not present verification that an annual plan for staff development had been completed for the employees with the hire dates of 04/08/2015 and 02/23/2016.

# Inspection Report

## 1140 - Fire Drills

Not In Compliance

### 922 KAR 2:120. Section 3. General Requirements.

(12) A fire drill shall be conducted during hours of operation:

- (a) At least monthly; and
- (b) Documented.

#### Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care director did not present verification that the fire drills had been conducted for the months from August of 2016 to December of 2016 and the months of April and May of 2017.

## 1145 - Earthquake/Tornado Drills

Not In Compliance

### 922 KAR 2:120. Section 3. General Requirements.

(13) An earthquake drill and a tornado drill shall be conducted during hours of operation:

- (a) At least quarterly; and
- (b) Documented.

#### Findings:

General: Based on review of documentation and interview, the child care center failed to maintain written documentation in accordance with regulatory requirements. Upon request the child care director did not provide verification that the earthquake and tornado drills had been conducted for the the last six (6) months of 2016.

## Posted Documentation

Not In Compliance

## 1155 - Posting Requirements

Not In Compliance

### 922 KAR 2:110. Section 2. General.

(7) In addition to the posting requirement of KRS 199.898(3), a child-care center shall post the following in a conspicuous place and make available for public inspection:

- (a) Each statement of deficiency and civil penalty notice issued by the cabinet during the current licensure year;
- (b) Each plan of correction submitted by the child-care center to the cabinet during the current licensure year;
- (c) Information on the Kentucky Consumer Product Safety Program and the program's website as specified in KRS 199.897;
- (d) A description of services provided by the child-care center, including:
  - 1. Current rates for child care; and
  - 2. Each service charged separately and in addition to the basic rate for child care;
- (e) Minimum staff-to-child ratios and group size established in 922 KAR 2:120; and
- (f) Daily schedule.

#### Findings:

General: Based on review of documentation, the child care center failed to post documentation in accordance with regulatory requirements. Upon request the child care director did not present verification that each statement of deficiency issued by the cabinet during the current licensure year and each plan of correction submitted by the child-care center to the cabinet during the current licensure year was readily accessible for public inspection.

## 1165 - Daily Activities

Not In Compliance

### 922 KAR 2:110. Section 4. Director Requirements and Responsibilities.

(1) Effective with the adoption of this administrative regulation, a director shall:

- (h) Post a schedule of daily activities, to include dates and times of activities to be conducted with the children in each classroom;

#### Findings:

General: Based on review of documentation and interview, the child care center failed to post documentation in accordance with regulatory requirements. Upon request the child care director did not present verification of a daily schedule for the infant classroom.

## Animals

Not Applicable

Signature of Provider/Representative

Title

Date